



MECHANICAL PERMIT APPLICATION

Schedule B

BUILDING SAFETY OFFICE
316 N CAPITOL AVE SUITE C-1
LANSING, MI 48933-1238
Applicant is Required to call for Inspections.
Office Hours 8-9 AM and 12-1 PM M-TH and 8-9 AM F
G. Brian Shields 483-4577, Calvin Baxter 483-4372
RESIDENTIAL ☐ COMMERCIAL ☐

Date: _____
Approved by: _____
Permit #: _____

INSTALLATION ADDRESS: _____
LOCATION: (CIRCLE AREAS) -Basement- -floor #- -attic- -roof- -ground- -crawl- -other-
APPLICANT NAME: _____ DAY/PHONE () _____
APPLICANT ADDRESS: _____
OWNERS NAME: _____ DAY/PHONE () _____
OWNERS ADDRESS: _____
RENTAL? NAME OF TENANT: _____ DAY/PHONE () _____

ACT 135, PUBLIC ACTS OF 1989, REQUIRES THE FOLLOWING INFORMATION
FOR ALL APPLICATIONS FOR WORK ON RESIDENTIAL STRUCTURES.

-STATE LICENSE NO. _____ -EXPIRATION DATE _____
-FEDERAL EMPLOYERID NUMBER or REASON FOR EXEMPTION _____
-WORKER COMP. INSURANCE CARRIER or REASON FOR EXEMPTION _____
-M.E.S.C. EMPLOYER NO. or REASON FOR EXEMPTION _____

SIGNATURE - "Section 23a of the State Construction Codes Act of 1972, 1972 PA Act 230, MCL 125.1523A prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who perform work on a residential building or a residential structure. Violators of Section 23a are subjected to Civil Fines."

APPLICANT SIGNATURE: _____ *(Additional Homeowner Signature Needed On Back.)

----- FLAT FEE SCHEDULE for NEW CONSTRUCTION -----

Single Family Dwelling initial permit includes; 2 inspections, 1A/C, 1Fireplaceor 1Gas log, 1 Furnace & Vent System, 2 Bath Fans, 1 Kitchen Hood & Duct, Gas Piping, 1 Clothes Dryer Vent & Range Connections. **Itemize additional equipment.**.....200.00
Two Family or Multi-Family Dwellings Per Unit.....\$125.00
Manufactured Housing or Mobile Home, Hotels & Motels Per Unit.....\$80.00
Dryer/Range Connection or 1 Bath Fan.....\$70.00

Number of Items times Fee = Total	Fee	# of Items	Total		Fee	# of Items	Total
1. Base Fee: Includes 1-Inspection	\$70			18. Heat Pumps / Geothermal (complete residential)	\$30		
2. Technology Fee	\$5	1	\$5	19. Heat Recovery Units	\$10		
3. License Registration	\$15			20. Heat Pumps Commercial (pipe not included)	\$20		
4. Furnace Replacement (includes duct, gas pipe, venting)	\$45			21. Commercial Hoods	\$50		
5. Air Conditioning (includes split systems) RTU - Cooling Only	\$30			22. Duct - minimum fee \$25	\$10/ft		
6. Humidifiers / Air Cleaners	\$10			23. Unit Heaters (terminal units)	\$30		
7. Water Heater with Furnace / Boiler	\$15			24. Unit Ventilators / PTAC Units	\$10		
8. Boiler Residential 5 units or less	\$45			25. Exhausters	\$15		
9. Boiler Commercial - Also requires State Permit (Includes: gas pipe, venting, combustion air.)	\$45			26. Air Handlers / Heat Wheels Under 10,000 CFM	\$20		
10. Solid Fuel Equipment / Gas Fireplace (includes chimney)	\$40			27. Air Handlers / Heat Wheels Over 10,000 CFM	\$60		
11. Chimney, factory built (installed separately), B Vent, PVC Venting	\$25			28. V.A.V. Boxes	\$10		
12. Damper	\$10			29. Coils (Heat / Cool)	\$30		
13. Gas Piping; each opening - new installation (residential) or \$5 per outlet	\$25			30. Refrigeration (split system)	\$30		
14. Solar; set of 3 panels - fluid transfer (includes piping)	\$30			31. Chiller	\$45		
15. Dryer, Bath & Kitchen Exhaust	\$15			32. Cooling Towers	\$45		
16. Piping - Fuel Gas / Process / Hydronic- Per floor Minimum \$25 (Plus \$.05 a ft over 500 ft per floor)	\$.05/ft			33. Compressor / Condenser	\$25		
17. Gas / Oil Burning Equipment (roof top units, generators)	\$40			34. Additional Inspection Fee (Each Inspection)	\$50		
				35. Investigative Fee (Each Inspection)	\$75		
Make checks payable to "City of Lansing"				TOTAL FEE - Must include \$5 Technology Fee		\$	

This is not your Permit! The Permit will be issued only after approval of the Division. Work shall NOT be commenced until the Mechanical Contractor receives the Permit, unless prior approval to start work is obtained by the Mechanical Official.

Work performed in the 100-year Flood Zone will require compliance with the City of Lansing Policy and/or all applicable Codes. Call Zoning at (517) 483-4085 to see if your work address is in the Flood Zone. Maps are available!

HOMEOWNER'S AFFIDAVIT

Homeowner's privileges shall extend to a single-family residence only and shall not apply to any residence or structure from which a monetary gain is being received or is intended to be received, or which is being used for commercial purposes.

The undersigned hereby certifies that he/she is, or will be within 30 days, the legal owner and occupant of the single-family residence at the address on the reverse side of this form. The undersigned further certifies that all work under this permit shall be done by the undersigned, or his/her spouse, in accordance with all applicable Codes and City of Lansing Ordinances.

SIGNED _____ **DATE** _____

Subscribed and sworn to before me this _____ day of _____, 20____

Notary Public
Ingham County, Michigan

My commission expires: _____

Miscellaneous Fees

Board of Appeals/Administrative Modifications	Single Family Residential.....	\$125.00
	Commercial	\$200.00
	Single Family Residential Rentals.....	\$200.00

Safety Inspections \$100.00

Registration of Mechanical License (Each new or renewed License.....) \$15.00

Investigation fee: Whenever any work for which a permit is required by Code has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work. An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of the Code nor from any penalty prescribed by law.

Refund of Fees

Holders of permits upon which work has not been started may make written application for a refund of Fees paid for such Permits, provided such application is made and attested before a notary public by the same person or corporation who originally applied for such permit or by the estate of such person or receiver of such corporation within six (6) months of date of issue. Upon verifying the facts in such cases, the Building Safety Manager shall refund seventy-five percent (75%) of all fees in excess of five dollars (\$5.00) in such manner as may be directed by the City Controllers.